

DSHS ADMIN. POLICY 7.01: BIENNIAL SERVICE PLAN FOR AMERICAN INDIANS ESA DIV & REGION:

Child Support, Region One, KALISPEL TRIBE July '04-June '06 Plan Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each even-numbered year. Progress Report Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Goals/ Objectives	Activities	Expected Outcome	Target Date	Lead Staff	Progress During Year Since Last July 1
1. Prepare and disseminate pertinent statistics on American Indian community and participant populations, numbers of American Indian participants served and other relevant data.	1.A DCS to compile total numbers & calculate relative percentages of American Indian and Kalispel Tribal custodial and non-custodial parents (hereinafter “parents”) served by DCS Region One compared to total DCS Region One service population and provide to Tribe.	1.A State the total of American Indian and Kalispel Tribal parents served by DCS Region One and their respective percentages compared to total DCS Region One service population.	November 1, 2004	Karl Boettner Bob Russell	Completed
	1.B DCS to compile total of Kalispel parents served by DCS Region One, by postal zip codes in Region One and provide to Tribe.	1.B State the total of Kalispel parents served by DCS Region One, by postal zip codes in Region One.	November 1, 2004	Karl Boettner Bob Russell	Completed
	1.C DCS to compile total of American Indian parents residing in Spokane County and served by DCS Region One and provide to Tribe.	1.C State the total of American Indian parents residing in Spokane County and served by DCS Region One	November 1, 2004	Karl Boettner Bob Russell	Completed
	1.D DCS to compile the annual total dollar amount collected by DCS Region One in cases where at least one parent is Kalispel (hereinafter “Kalispel cases”) and the total dollar amounts, respectively, distributed to the custodial parents and retained by the State of Washington in Kalispel cases and provide to Tribe.	1.D State the annual total dollar amount collected by DCS Region One in Kalispel cases and the total dollar amounts, respectively, distributed to the custodial parents and retained by the State of Washington in Kalispel cases	November 1, 2004	Karl Boettner Bob Russell	DCS information systems unable to extract this information.

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	<p>1.E DCS to compile total of non-Indian parents employed by Kalispel Tribal enterprises and served by DCS Region One and provide to Tribe.</p>	<p>1.E State the total of non-Indian parents employed by Kalispel Tribal enterprises and served by DCS Region One</p>	November 1, 2004	Karl Boettner Bob Russell	DCS information systems unable to extract this information.
	<p>1.F DCS to provide to Tribe updated information in each of the above categories in two succeeding 6-month periods.</p>	<p>1.F State the statistics in each of above 5 categories every 6 months.</p>	April 1, 2005; November 1, 2005	Karl Boettner Bob Russell	First six month reporting deadline completed
	<p>1.G DCS to compile the average annual dollar amount collected by DCS Region One in Kalispel cases for the period prior to the opening of Northern Quest Casino and the average annual dollar amount collected by DCS Region One in Kalispel cases for the period after the opening of Northern Quest Casino and provide to Tribe.</p>	<p>1.G State the average annual dollar amount collected by DCS Region One in Kalispel cases for the period prior to the opening of Northern Quest Casino and the average annual dollar amount collected by DCS Region One in Kalispel cases for the period after the opening of Northern Quest Casino.</p>	November 1, 2004	Karl Boettner Bob Russell	DCS information systems unable to extract this information.

submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Goals/ Objectives	Activities	Expected Outcome	Target Date	Lead Staff	Progress During Year Since Last July1
2. Ensure efforts are made to recruit/hire American Indian staff to meet the overall DSHS goal of having a diverse workforce.	2.A DCS to compile total numbers & calculate relative percentages of American Indians employed at DCS Region One.	2.A State the total of American Indian employees and total employees and relative percentage of American Indian employees at DCS Region One.	April 1, 2004	Barb Melville Bob Russell	Completed
	2.B DCS to investigate with other DSHS agencies the feasibility of using selective certification as a possible means to recruit and hire American Indian staff.	2.B One or more personal, telephonic or written communication(s) by DCS with other DSHS agencies and report to Tribe.	November 1, 2004	Barb Melville Bob Russell	DCS has determined DSHS person to consult; consultation not done yet
	2.C DCS to investigate with other DSHS agencies the feasibility of hosting an all-agency Region One DSHS Job Fair For American Indians in Region One.	2.C One or more personal, telephonic or written communication(s) by DCS with other DSHS agencies and report to Tribe.	April 1, 2005	Barb Melville Bob Russell	Nothing done yet
	2.D DCS to contact Camas Institute Mentoring Program and investigate feasibility of developing a mentoring plan (including, for example, job shadowing and educational plan design) for American Indians who may have an interest in	2.D One or more meeting(s) of DCS with Camas Institute representatives regarding possible development of a mentoring plan for American Indians who may have an interest in working for DCS.	April 1, 2005	Barb Melville Tina Nenema	Nothing done yet

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	working for DCS.				
	2.E DCS to work with IPSS Region One Manager to explore availability of providing workshops to American Indians in Region One, through the Executive Recruiter for DSHS Management Services Administration, in the following subject areas: Effectively completing the State of Washington Employment Application, Effectively completing the In-person Examination for a position, Effectively completing the Experience and Training Examination for a position.	2.E DCS to jointly host, with the Region One IPSS Manager, and Region One Tribal Employment and Training officials at least one Workshop in one of the subject areas for any American Indians interested in DSHS employment and to be led by a DSHS recruitment or employment or human resource specialist.	April 1, 2006	Karl Boettner Bob Russell	New goal established on March 14, 2005

submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Goals/ Objectives	Activities	Expected Outcome	Target Date	Lead Staff	Progress During Year Since Last July1
3. Work with tribes to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, MOU's, contracts, or processes.	3.A DCS and Tribe to continue implementation of Child Support Agreement (2003) regarding paternity and child support establishment, modification and enforcement of child support cases involving Tribal members and employees in Kalispel Tribal Court.	3.A State the number of DCS cases filed in Kalispel Tribal Court since January 2003 when Tribe and DCS entered into Child Support Agreement.	April 1, 2004	Karl Boettner Cathleen Kintner-Christie	Completed
	3.B DCS to provide to Tribe updated information in two succeeding 6-month periods.	3.B State the number of DCS cases filed in Kalispel Tribal Court every 6 months.	Oct 1, 2005; April 1, 2006	Karl Boettner Cathleen Kintner-Christie	New activity and goal from March 14, 2005 Meeting

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4. Ensure communication with tribal governments, landless tribes, and off reservation American Indian organizations for information sharing, consultation, joint planning, and problem solving.	4.A DCS to prepare, in cooperation with the Tribe, an informational article on child support services available to members, for publication in the Tribal newspaper, <u>Smoke Signal</u> .	4.A Publication of one or more informational article(s) on child support services available to members, in the Tribal newspaper, <u>Smoke Signal</u> .	April 1, 2005	Barb Melville Karl Boettner Dina Nomee Beenie Marson	Nothing Done Yet
	4.B Subject to Community Partner Application by DCS pending with the Tribe, DCS and Tribe to develop poster, to be displayed at Northern Quest Casino and other relevant Reservation sites, advising employees and members on making direct telephone contact with DCS Spokane Tribal Unit.	4.B Display poster at Northern Quest Casino and other relevant Reservation sites, advising employees and members on making direct telephone contact with DCS Spokane Tribal Unit.	April 1, 2005	Karl Boettner Jennifer Simmons	Nothing Done Yet
	4.C DCS and Tribe to develop pamphlet describing child support services available to Tribal members and display at Northern Quest Casino, Kalispel Tribal Court and other relevant Reservation sites.	4.C Distribution of pamphlet describing child support services available to Tribal members displayed at Northern Quest Casino, Kalispel Tribal Court and other relevant Reservation sites.	April 1, 2005	Karl Boettner Bob Russell	Nothing Done Yet

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	4.D DCS to report quarterly by letter regarding progress on activities conducted under this Plan.	4.D Letters on target dates from Karl Boettner to Bob Russell reporting on activities done under this Plan during the preceding 3 months.	June 1, 2005; September 1, 2005; December 1, 2005; March 1, 2006	Karl Boettner Bob Russell	New goal established on March 14, 2005
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5. Identify needs of American Indian clients & communities and whether current programs and policies meet these needs.	5.A DCS to compile list of Kalispel Tribal non-custodial parents residing in Region One and amount of any (mutually agreed upon) significant child support arrearages owing by such parents to the State of Washington and to investigate whether there are one or more bases to request charge-off of such arrearages through proceedings initiated by DCS in Kalispel Tribal Court or a DCS Conference Board.	5.A State the total of Kalispel Tribal non-custodial parents residing in Region One and owing any (mutually agreed upon) significant child support arrearages to the State of Washington. Contact Deputy Tribal Attorney (position vacant as of March 14, 2005) and determine one or more legal bases to request charge-off of such arrearages. State the number of proceedings initiated by DCS in Kalispel Tribal Court or a DCS Conference Board and amounts of State-owed arrears charged-off in each case.	April 1, 2005	Dave Parman Karl Boettner Dave Bonga Cathleen Kintner-Christie	Nothing Done Yet
	5.B DCS and Tribe to cooperate on training Tribal Social Workers on child support services available to Tribal members.	5.B One or more training sessions on the Kalispel Reservation for Tribal Social Workers on child support services available to Tribal members.	April 1, 2005	Barb Melville Bob Russell	Nothing Done Yet

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	Activities	Expected Outcome	Target Date	Lead Staff	Progress During Year Since Last July1
6. Identify outstanding issues/gaps in service and develop performance expectations, which can be implemented, monitored and evaluated.	6.A DCS to discuss with Kalispel Tribal Judicial Administrator the possible ways to improve access to Kalispel Tribal Court for Kalispel Tribal members who live and/or work off the Kalispel Reservation and in DCS Region One.	6.A One or more personal meetings or telephone conferences with the Kalispel Tribal Judicial Administrator regarding the possible ways to improve access to Kalispel Tribal Court for Kalispel Tribal members who live and/or work off the Kalispel Reservation and in DCS Region One.	April 1, 2005	Karl Boettner Cathleen Kintner-Christie	Nothing Done Yet
	6.B DCS and Tribe to contact relevant ESA officials and recommend that electronic referrals from Community Service Offices for child support services include Tribal affiliation of custodial and non-custodial parents; DCS to report to Tribe on status of electronic referral changes, if any, every six (6) months	6.B Every electronic referral from a CSO identifies whether non-custodial parent is American Indian and, if so, Tribal affiliation.	October 1, 2004; April 1, 2005	Karl Boettner Bob Russell	Completed

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7. Train DCS staff on major principles of federal Indian law.	7.A DCS Tribal Liaison to arrange for all DCS Tribal Unit staff to attend the updated Government-to-Government Training provided by the Governor's Office of Indian Affairs (GOIA).	7.A All Tribal Unit staff have received current Government-to-Government Training provided by GOIA.	March 30, 2006	Barb Melville Bob Russell	Completed
	7.B DCS Tribal Liaison to continue attending quarterly statewide meetings of DCS Tribal Liaisons to receive training and learn new methods of cooperating with Tribes to deliver child support services to Tribal members.	7.B Attendance of DCS Spokane Tribal Liaison at quarterly statewide meetings of DCS Tribal Liaisons.	March 30, 2006	Barb Melville Bob Russell	Completed
	7.C DCS to provide at least one opportunity, subject to DCS District Manager approval, for all DCS Spokane staff to attend current Government-to-Government training provided by GOIA, in order to promote understanding of the need for specialized Tribal Unit casework.	7.C At least one opportunity has been provided to all DCS Spokane staff to attend current Government-to-Government Training provided by GOIA	March 30, 2006	Karl Boettner Bob Russell	Nothing Done Yet
	7.D DCS Tribal Claims Officer, subject to Regional Administrator approval, to attend all reasonably available and relevant Continuing Legal Education programs concerning federal Indian law and/or practice in Tribal Courts.	7.D DCS Tribal Claims Officer to have attended 2-4 Continuing Legal Education programs concerning federal Indian law and/or	March 30, 2006	Karl Boettner Dave Bonga	Completed

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		practice in Tribal Courts.			
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